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Changes to San Jose Division's Filing Procedure for Adversary Proceedings

Effective August 1, 2005, the [San Jose Division](#) will require a statement of the **complete name(s) and address(es) for all defendant(s)** when opening a new adversary proceeding.

Specifically, when an adversary proceeding is filed, the attorney will search the database in order to eliminate duplicate records in the system. If the name and address of the defendant appears and is exactly the same, the information can be accepted for that party. If the party is not already in the database, the attorney would enter the Name and Address information in the appropriate boxes for the party defendant who is being added. The name of each party who is a defendant in the case along with their mailing address must be entered. If the address is not entered at the time the complaint is filed, the court will send notification of an error by the filing party.

If you have any questions regarding this issue, you may contact the **San Jose Help Desk at 408-278-7500**.

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